

# GRADUATION IN WASHINGTON

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A toolkit for schools and families to help ensure  
students earn high school diplomas



Office of Superintendent  
of Public Instruction  
[www.k12.wa.us](http://www.k12.wa.us)

The information in this toolkit was updated in **December 2014**, but is subject to change based on legislative or agency action. When referencing this toolkit, please visit the OSPI website to confirm you have the most current version. Updates will be posted to [bit.ly/WAeduResources](http://bit.ly/WAeduResources).

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### More Information

#### State Testing

- [www.WAtesting.com](http://www.WAtesting.com)
- [statetesting@k12.wa.us](mailto:statetesting@k12.wa.us)

#### State Graduation Requirements

- [www.k12.wa.us/GraduationRequirements](http://www.k12.wa.us/GraduationRequirements)
- [www.sbe.wa.gov](http://www.sbe.wa.gov)
- [gradreq@k12.wa.us](mailto:gradreq@k12.wa.us)

### Abbreviations

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| <ul style="list-style-type: none"><li>• <b>AP:</b> Advanced Placement</li><li>• <b>BEA:</b> Basic Education Allocation</li><li>• <b>CAA:</b> Certificate of Academic Achievement</li><li>• <b>CIA:</b> Certificate of Individual Achievement</li><li>• <b>COE:</b> Collection of Evidence</li><li>• <b>DAC:</b> District Assessment Coordinator</li><li>• <b>ELA:</b> English Language Arts</li><li>• <b>EOC:</b> End-of-Course Exam</li><li>• <b>GE:</b> Grade Equivalent</li></ul> | <ul style="list-style-type: none"><li>• <b>HSPE:</b> High School Proficiency Exam</li><li>• <b>IB:</b> International Baccalaureate</li><li>• <b>IEP:</b> Individualized Education Program</li><li>• <b>LDA:</b> Locally Determined Assessments</li><li>• <b>MSP:</b> Measurements of Student Progress</li><li>• <b>SSID:</b> State Student Identification</li><li>• <b>WAMS:</b> Washington Assessment Management System</li></ul> |
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## 2014–15 Key Dates

### HIGH SCHOOL PROFICIENCY EXAMS

**Mar 17–19:** HSPE retake (for 11th or 12th graders who have not yet met standard)

**Date TBD:** HSPE retake registration window

**Date TBD:** HSPE retake (for 11th and 12th graders who have not yet met standard)

### ENGLISH LANGUAGE ARTS EXIT EXAM

**May 12–14** ELA exit exam for grade 10  
**or 19–21:**

### END-OF-COURSE EXAMS

**Jan 5–** EOC testing window for Math  
**Feb 6:** and Biology

**Last 3** EOC testing window for Math  
**weeks of** and Biology  
**school:**

### WASHINGTON ENGLISH LANGUAGE PROFICIENCY ASSESSMENT

**Feb 2–** WELPA testing window (for  
**Mar 13:** English language learners in grades K–12)

### SMARTER BALANCED ASSESSMENTS

**Apr 6–** Smarter Balanced testing  
**June 15:** window for grade 11 (online version)

**Last 3** Smarter Balanced testing  
**weeks of** window for grade 11  
**school (by** (paper/pencil version)  
**May 30):**

### TESTS FOR SOME STUDENTS IN SPECIAL EDUCATION

**Nov 3–14:** DAPE testing window for Reading, Writing, Math and Science

**Nov–Apr:** WA-AIM testing window

**By Nov 17:** WAAS-portfolio

**Mar 9 –** DAPE testing window for  
**June 15:** Reading, Writing, Math and Science

**Apr 6–** Off-grade level tests for  
**June 15:** ELA and Math

### CAA OPTION - COLLECTION OF EVIDENCE

**Jan 28:** Deadline to submit Reading, Writing, Biology and Math COEs

**Apr 29:** Deadline to submit subsequent Reading, Writing, Biology and Math COEs (for 12th graders only)

**May 4–22:** IB testing: Please contact your school counselor for more information

**May 4–8:** AP testing window 1

**May 11–15:** AP testing window 2

**June 10:** Deadline to submit Reading, Writing, Biology and Math COEs

### CAA OPTION - ACT

**Aug 8:** Deadline: Register for Sept. 13 ACT

**Sept 13:** 1st ACT testing of school year

**Sept 19:** Deadline: Register for Oct. 25 ACT

**Oct 25:** 2nd ACT testing of school year

**Nov 7:** Deadline: Register for Dec. 13 ACT

**Dec 13:** 3rd ACT testing of school year

**Jan 9:** Deadline: Register for Feb. 7 ACT

**Feb 7:** 4th ACT testing of school year

**Mar 13:** Deadline: Register for Apr. 18 ACT

**Apr 18:** 5th ACT testing (*last opportunity to receive results before June graduation*)

**May 8:** Deadline: Register for June 13 ACT

**June 13:** Final ACT testing of school year

### CAA OPTION - SAT

**Sept 12:** Deadline: Register for Oct. 11 SAT

**Oct 9:** Deadline: Register for Nov. 8 SAT

**Oct 11:** 1st SAT testing of school year

**Nov 6:** Deadline: Register for Dec. 6 SAT

**Nov 8:** 2nd SAT testing of school year

**Dec 6:** 3rd SAT testing of school year

**Dec 29:** Deadline: Register for Jan. 24 SAT

**Jan 24:** 4th SAT testing of school year

**Feb 13:** Deadline: Register for Mar. 14 SAT

**Mar 14:** 5th SAT testing of school year

**Apr 6:** Deadline: Register for May 2 SAT

**May 2:** 6th SAT testing (*last opportunity to receive results before June graduation*)

**May 8:** Deadline: Register for June 6 SAT

**June 6:** Final SAT testing of school year

### SCORE REPORTS SENT TO DISTRICTS

**HSPE:** May (grade 12); June (grade 11)

**ELA exit exam:** Sept

**EOC:** **Winter test:** Apr;  
**Spring test:** Sept

**WELPA:** Early June

**Smarter Balanced:** July

**DAPE:** Spring (Reading, Writing and Math); Sept (Science)

**WA-AIM:** Sept

**WAAS-portfolio:** Report date varies depending on date of submission

**Off-grade level test:** June

**COE:** **Jan submission:** Mar 25;  
**Apr submission:** May 29;  
**June submission:** July 24 (Reading and Writing), Aug 14 (Math and Biology)

### State Testing Information

#### Paper/Pencil Tests

The state will automatically send pre-identified Smarter Balanced ELA test booklets to every 10th grader in the school district and HSPE test booklets for every 11th and 12th grader who has not yet passed Reading and Writing state exams. Neither school districts nor families need to order booklets or register these students.

Any student in grades 7–12 who is taking a high school credit-bearing Biology course will receive a Biology EOC test booklet.

Any student in grades 9–12 who is taking a high school credit-bearing Algebra 1 and/or Geometry, or integrated Math class will receive the appropriate EOC test booklet.

School districts can accommodate non-enrolled 12th graders by using unused booklets.

#### Online Tests

All 11th graders will be registered to take the Smarter Balanced ELA and Math exams.

#### State Testing Days

- **ELA exit exams:** *(New for 2015)* All 10th graders must take the ELA exit exam on the same days as other students in their district, either May 12–14 or May 19–21. Students who miss the opportunity will be able to sit for the exam in the fall.
- **HSPE:** HSPE testing for students in 11th or 12th grade is scheduled for March 17 (Reading) and March 18–19 (Writing). Students who miss the opportunity will be able to sit for the exam in summer or fall 2015.
- **EOC exams:** School districts set the schedules for EOC testing in Math and Biology in January/February and in May/June. EOCs are given within the last three weeks of school.

## State Graduation Requirements

A high school diploma is more than a rite of passage. It should signify to anyone—college admissions counselors and professors, employers and families—that a student worked hard, was challenged and is prepared for the next steps in life. All public high school graduates are expected to show they are ready for career, college and life.

The state’s minimum graduation requirements, as established by the State Board of Education, represent a portfolio of a student’s high school career. That portfolio, composed of the following elements, is proof that the student has acquired the necessary skills to succeed both personally and professionally in an increasingly complex world.

Students are held to the graduation requirements that are in place when they *first enter ninth grade*. The requirements do not change even if the student’s graduation year changes.

### State Graduation Requirements

Students in the Class of 2015 must pass state exams in English Language Arts (or Reading and Writing), Math and Science to earn a Certificate of Academic Achievement (CAA).

**NOTE:** *Students receiving special education services may earn a CAA, with or without accommodations, or a Certificate of Individual Achievement (CIA). See page 14 for details about the CIA.*

Students in the Class of 2015 must fulfill the following three requirements as outlined in [WAC 180-51-066](#) and [RCW 28A.655.066](#). Students in the Class of 2016 and beyond must fulfill the three requirements as outlined in statute and in [WAC 180-51-067](#) and [RCW 28A.655.066](#).

#### 1. Earn High School Credits

Students must earn the state minimum requirement of 20 high school credits ([WAC 180-51-066](#) or [WAC 180-51-067](#), depending on the year the student started ninth grade). Students must *also* meet the course and credit requirements established by their local districts.

#### State & Local Requirements

School districts may have additional credit and non-credit graduation requirements, such as community service. Students and their families should be aware of all state and local graduation requirements when they begin high school.

#### 2. Develop a High School and Beyond Plan

To graduate, students must develop a plan on how they will meet the high school graduation requirements and what they will do following high school. A student’s plan, which ideally should be started in eighth or ninth grade and revised as he/she moves forward, should include the classes needed to prepare for a two- or four-year college, apprenticeship, career or technical school, certificate program or the workforce. Each school district determines the guidelines for the high school and beyond plan. Questions about the guidelines should be directed to the high school or school district office.

### *State Graduation Requirements, continued*

#### **3. Earn a CAA/CIA**

Students in the Class of 2015 earn a CAA or CIA by passing state exams in English Language Arts (or Reading and Writing), Math and Science.

The CAA and CIA (for some students receiving special education services) tell families, schools, businesses and colleges that an individual student has mastered a minimum set of skills by graduation. [RCW 28A.655.061](#) dictates the assessment graduation requirements that qualify a student for a CAA or CIA.

Students receiving special education services may have alternatives to the state high school assessment requirements, if the IEP team determines that an alternate is appropriate for graduation purposes. Download the handout “Special Education and State Testing” at [www.k12.wa.us/Resources](http://www.k12.wa.us/Resources) for more information about these options.

# Class of 2015 State Testing Requirements

Updated October 2014

ENGLISH LANGUAGE ARTS	SCIENCE	MATH
<b>English language arts (ELA) requirement has been met by (choose one):</b>	<b>Science requirement has been met by (choose one):</b>	<b>Math requirement has been met by (choose one):</b>
Passing Reading & Writing High School Proficiency Exams (HSPEs).*	Passing Biology End-of-Course (EOC) exam.	Passing one Math End-of-Course (EOC) exam or EOC exit exam.**
Scoring Level 2 (Basic) on Reading & Writing HSPEs (limited to students in special education, per IEP team).*	Scoring Level 2 (Basic) on Biology EOC (limited to students in special education, per IEP team).*	Scoring Level 2 (Basic) on one Math EOC exam or EOC exit exam** (limited to students in special education, per IEP team).*
Passing ELA Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).*	Passing Science Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).*	Passing Math Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).*
Using Grades Comparison option.**	Using Grades Comparison option.**	Using Grades Comparison option.**
Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Reading & Writing.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Science.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Math.**
Earning a high enough score on the SAT or ACT for Reading, or SAT or ACT Plus Writing for Writing.**	Earning a high enough score on the ACT for Science (cut score to be determined by State Board of Education).**	Earning a high enough score on the SAT or ACT for Math.**
Passing Reading & Writing Collection of Evidence (COE).**	Passing Biology Collection of Evidence (COE).**	Passing Math Collection of Evidence (COE).**
<b>For students receiving special education services who have not been successful on the exit exams, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Biology EOC, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Math EOCs, the requirement has been met by (choose one):</b>
Passing off-grade level assessment in ELA (limited to 11th and 12th graders).	Passing off-grade level assessment in Science (limited to 11th and 12th graders).	Passing off-grade level assessment in Math (limited to 11th and 12th graders).
Passing a Locally Determined Assessment (LDA) in ELA (limited to 12th graders).		Passing a Locally Determined Assessment (LDA) in Math (limited to 12th graders).
<b>For students pursuing a diploma without passing a Washington state ELA test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Science test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Math test, the requirement has been waived by (choose one):</b>
Passing an OSPI-approved high school Reading or ELA test in another state.#	Passing an OSPI-approved high school Science test in another state.#	Passing an OSPI-approved high school Math test in another state.#
Appealing ELA assessment requirement to the state because of a special circumstance.###	Appealing Science assessment requirement to the state because of a special circumstance.###	Appealing Math assessment requirement to the state because of a special circumstance.###

\* Reading and Writing HSPEs will be available to 11th and 12th graders in spring and summer 2015 and to 12th graders in spring and summer 2016.

\*\* EOC exams are based on previous Washington State Learning Standards in math. EOC exit exams are based on updated Washington State Learning Standards (Common Core), beginning in school year 2014–15.

\* The decision about how an eligible student participates in statewide assessment is an [Individualized Education Program \(IEP\) team decision](#), not an administrative decision.

\*\* Unless a student is determined to have significant cognitive disabilities or transferred into Washington public schools in 11th or 12th grade he or she must attempt state assessments once before qualifying for alternatives in each content area ([www.k12.wa.us/assessment/CAAoptions](http://www.k12.wa.us/assessment/CAAoptions)).

# Must have transferred into Washington public schools from another state or a private school.

### Must be a 12th grader and meet the **very** limited criteria outlined in [Washington Administrative Code \(WAC\) 392-501-601](#) to apply.

# Class of 2016 State Testing Requirements

Updated October 2014

ENGLISH LANGUAGE ARTS	SCIENCE	MATH
<b>English language arts (ELA) requirement has been met by (choose one):</b>	<b>Science requirement has been met by (choose one):</b>	<b>Math requirement has been met by (choose one):</b>
Passing Reading & Writing High School Proficiency Exams (HSPEs).*	Passing Biology End-of-Course (EOC) exam.	Passing one Math End-of-Course (EOC) exam or EOC exit exam.**
Passing Smarter Balanced ELA test (exit exam cut score).***		Passing Smarter Balanced Math test (exit exam cut score).***
Scoring Level 2 (Basic) on Reading & Writing HSPEs or Smarter Balanced ELA test (exit exam cut score)*** (limited to students in special education, per IEP team).+	Scoring Level 2 (Basic) on Biology EOC (limited to students in special education, per IEP team).+	Scoring Level 2 (Basic) on one Math EOC exam or EOC exit exam** (limited to students in special education, per IEP team).+
Passing ELA Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).+	Passing Science Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).+	Passing Math Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).+
Using Grades Comparison option.**	Using Grades Comparison option.**	Using Grades Comparison option.**
Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Reading & Writing.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Science.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Math.**
Earning a high enough score on the SAT or ACT for Reading, or SAT or ACT Plus Writing for Writing.**	Earning a high enough score on the ACT for Science (cut score to be determined by State Board of Education).**	Earning a high enough score on the SAT or ACT for Math.**
Passing Reading & Writing Collection of Evidence (COE).**	Passing Biology Collection of Evidence (COE).**	Passing Math Collection of Evidence (COE).**
<b>For students receiving special education services who have not been successful on the exit exams, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Biology EOC, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Math EOCs, the requirement has been met by (choose one):</b>
Passing off-grade level assessment in ELA (limited to 11th and 12th graders).	Passing off-grade level assessment in Science (limited to 11th and 12th graders).	Passing off-grade level assessment in Math (limited to 11th and 12th graders).
Passing a Locally Determined Assessment (LDA) in ELA (limited to 12th graders).		Passing a Locally Determined Assessment (LDA) in Math (limited to 12th graders).
<b>For students pursuing a diploma without passing a Washington state ELA test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Science test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Math test, the requirement has been waived by (choose one):</b>
Passing an OSPI-approved high school Reading or ELA test in another state.#	Passing an OSPI-approved high school Science test in another state.#	Passing an OSPI-approved high school Math test in another state.#
Appealing ELA assessment requirement to the state because of a special circumstance.##	Appealing Science assessment requirement to the state because of a special circumstance.##	Appealing Math assessment requirement to the state because of a special circumstance.##

\* Reading and Writing HSPEs will be available to 11th and 12th graders in spring and summer 2015 and to 12th graders in spring and summer 2016.

\*\* EOC exams are based on previous Washington State Learning Standards in math. EOC exit exams are based on updated Washington State Learning Standards (Common Core), beginning in school year 2014–15.

\*\*\* The Washington State Board of Education will set the exit exam cut score for the classes of 2016–2018.

+ The decision about how an eligible student participates in statewide assessment is an **Individualized Education Program (IEP) team decision**, not an administrative decision.

\*\* Unless a student is determined to have significant cognitive disabilities or transferred into Washington public schools in 11th or 12th grade he or she must attempt state assessments once before qualifying for alternatives in each content area ([www.k12.wa.us/assessment/CAOptions](http://www.k12.wa.us/assessment/CAOptions)).

# Must have transferred into Washington public schools from another state or a private school.

## Must be a 12th grader and meet the very limited criteria outlined in **Washington Administrative Code (WAC) 392-501-601** to apply.

# Class of 2017 State Testing Requirements

Updated October 2014

ENGLISH LANGUAGE ARTS	SCIENCE	MATH
<b>English language arts (ELA) requirement has been met by (choose one):</b>	<b>Science requirement has been met by (choose one):</b>	<b>Math requirement has been met by (choose one):</b>
Passing Smarter Balanced ELA test (exit exam cut score).*	Passing Biology End-of-Course (EOC) exam.	Passing one Math End-of-Course (EOC) exam or EOC exit exam.** Passing Smarter Balanced Math test (exit exam cut score).*
Scoring Level 2 (Basic) on Smarter Balanced ELA test (exit exam cut score)*** (limited to students in special education, per IEP team).†	Scoring Level 2 (Basic) on the Biology EOC (limited to students in special education, per IEP team).†	Scoring Level 2 (Basic) on one Math EOC exam or EOC exit exam** (limited to students in special education, per IEP team).†
Passing ELA Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).†	Passing Science Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).†	Passing Math Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).†
Using Grades Comparison option.**	Using Grades Comparison option.**	Using Grades Comparison option.**
Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Reading & Writing.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Science.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Math.**
Earning a high enough score on the SAT or ACT Plus Writing for ELA.**	Earning a high enough score on the ACT for Science (cut score to be determined by State Board of Education).**	Earning a high enough score on the SAT or ACT for Math.**
Passing ELA Collection of Evidence (COE).**	Passing Biology Collection of Evidence (COE).**	Passing Math Collection of Evidence (COE).**
<b>For students receiving special education services who have not been successful on the exit exams, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Biology EOC, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Math EOCs, the requirement has been met by (choose one):</b>
Passing off-grade level assessment in ELA (limited to 11th and 12th graders).	Passing off-grade level assessment in Science (limited to 11th and 12th graders).	Passing off-grade level assessment in Math (limited to 11th and 12th graders).
Passing a Locally Determined Assessment (LDA) in ELA (limited to 12th graders).		Passing a Locally Determined Assessment (LDA) in Math (limited to 12th graders).
<b>For students pursuing a diploma without passing a Washington state ELA test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Science test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Math test, the requirement has been waived by (choose one):</b>
Passing an OSPI-approved high school ELA test in another state.#	Passing an OSPI-approved high school Science test in another state.#	Passing an OSPI-approved high school Math test in another state.#
Appealing ELA assessment requirement to the state because of a special circumstance.###	Appealing Science assessment requirement to the state because of a special circumstance.###	Appealing Math assessment requirement to the state because of a special circumstance.###

\* The Washington State Board of Education will set the exit exam cut score for the classes of 2016–2018.

\*\* EOC exams are based on previous Washington State Learning Standards in math. EOC exit exams are based on updated Washington State Learning Standards (Common Core), beginning in school year 2014–15.

† The decision about how an eligible student participates in statewide assessment is an [Individualized Education Program \(IEP\) team decision](#), not an administrative decision.

\*\* Unless a student is determined to have significant cognitive disabilities or transferred into Washington public schools in 11th or 12th grade he or she must attempt state assessments once before qualifying for alternatives in each content area ([www.k12.wa.us/assessment/CAAoptions](http://www.k12.wa.us/assessment/CAAoptions)).

# Must have transferred into Washington public schools from another state or a private school.

### Must be a 12th grader and meet the **very** limited criteria outlined in [Washington Administrative Code \(WAC\) 392-501-601](#) to apply.

# Class of 2018 State Testing Requirements

Updated October 2014

ENGLISH LANGUAGE ARTS	SCIENCE	MATH
<b>English language arts (ELA) requirement has been met by (choose one):</b>	<b>Science requirement has been met by (choose one):</b>	<b>Math requirement has been met by (choose one):</b>
Passing Smarter Balanced ELA test (exit exam cut score).*	Passing Biology End-of-Course (EOC) exam.	Passing one Math End-of-Course (EOC) exam or EOC exit exam.** Passing Smarter Balanced Math test (exit exam cut score).*
Scoring Level 2 (Basic) on Smarter Balanced ELA test (exit exam cut score)*** (limited to students in special education, per IEP team).†	Scoring Level 2 (Basic) on the Biology EOC (limited to students in special education, per IEP team).†	Scoring Level 2 (Basic) on one Math EOC exam or EOC exit exam** (limited to students in special education, per IEP team).†
Passing ELA Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).†	Passing Science Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).†	Passing Math Washington Alternate Assessment System (WAAS) Portfolio or Washington-Access to Instruction and Measurement (WA-AIM) (limited to students with significant cognitive challenges, per IEP team).†
Using Grades Comparison option.**	Using Grades Comparison option.**	Using Grades Comparison option.**
Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Reading & Writing.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Science.**	Scoring 3 or higher on one of the AP exams or 4 or higher on one of the IB exams approved for Math.**
Earning a high enough score on the SAT or ACT Plus Writing for ELA.**	Earning a high enough score on the ACT for Science (cut score to be determined by State Board of Education).**	Earning a high enough score on the SAT or ACT for Math.**
Passing ELA Collection of Evidence (COE).**	Passing Biology Collection of Evidence (COE).**	Passing Math Collection of Evidence (COE).**
<b>For students receiving special education services who have not been successful on the exit exams, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Biology EOC, the requirement has been met by (choose one):</b>	<b>For students receiving special education services who have not been successful on the Math EOCs, the requirement has been met by (choose one):</b>
Passing off-grade level assessment in ELA (limited to 11th and 12th graders).	Passing off-grade level assessment in Science (limited to 11th and 12th graders).	Passing off-grade level assessment in Math (limited to 11th and 12th graders).
Passing a Locally Determined Assessment (LDA) in ELA (limited to 12th graders).		Passing a Locally Determined Assessment (LDA) in Math (limited to 12th graders).
<b>For students pursuing a diploma without passing a Washington state ELA test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Science test, the requirement has been waived by (choose one):</b>	<b>For students pursuing a diploma without passing a Washington state Math test, the requirement has been waived by (choose one):</b>
Passing an OSPI-approved high school ELA test in another state.#	Passing an OSPI-approved high school Science test in another state.#	Passing an OSPI-approved high school Math test in another state.#
Appealing ELA assessment requirement to the state because of a special circumstance.###	Appealing Science assessment requirement to the state because of a special circumstance.###	Appealing Math assessment requirement to the state because of a special circumstance.###

\* The Washington State Board of Education will set the exit exam cut score for the classes of 2016–2018.

\*\* EOC exams are based on previous Washington State Learning Standards in math. EOC exit exams are based on updated Washington State Learning Standards (Common Core), beginning in school year 2014–15.

† The decision about how an eligible student participates in statewide assessment is an [Individualized Education Program \(IEP\) team decision](#), not an administrative decision.

\*\* Unless a student is determined to have significant cognitive disabilities or transferred into Washington public schools in 11th or 12th grade he or she must attempt state assessments once before qualifying for alternatives in each content area ([www.k12.wa.us/assessment/CAAoptions](http://www.k12.wa.us/assessment/CAAoptions)).

# Must have transferred into Washington public schools from another state or a private school.

### Must be a 12th grader and meet the **very** limited criteria outlined in [Washington Administrative Code \(WAC\) 392-501-601](#) to apply.

## Washington State **Minimum\*** Credit Requirements

CLASSES	REQUIRED CREDITS			ADDITIONAL INFORMATION
	Class of 2015	Classes of 2016, 2017 & 2018	Classes of 2019+	
ENGLISH	3	4	4	<i>Automatic two-year extension for implementing additional credit is available for districts that apply (Class of 2016 only)</i>
MATHEMATICS	3	3	3	<input type="checkbox"/> Algebra 1 or Integrated 1 <input type="checkbox"/> Geometry or Integrated 2 <input type="checkbox"/> Algebra 2 or Integrated 3; or a student may elect to pursue a third credit of math other than Algebra 2 or Integrated 3 if the elective choice is based on a career-oriented high school and beyond plan and the student, parent/guardian and school representative meet and sign a form
SCIENCE	2	2	3	<input type="checkbox"/> <b>Classes of 2015–2018:</b> Must include 1 lab <input type="checkbox"/> <b>Class of 2019 and beyond:</b> Must include 2 labs
SOCIAL STUDIES	2.5	3	3	<input type="checkbox"/> 1 credit in U.S. history <input type="checkbox"/> 1 credit in contemporary world history, geography and problems, or an equivalent course <input type="checkbox"/> <b>Class of 2015:</b> 0.5 credit in WA state history and government <input type="checkbox"/> <b>Class of 2016 and beyond:</b> 0.5 credit in social studies elective and 0.5 credit in civics; however, automatic two-year extension for implementing additional half credit is available for districts that apply (Class of 2016 only)
ARTS	1	1	2	<b>Class of 2019 and beyond:</b> 1 can be Personalized Pathway Requirement
HEALTH AND FITNESS	2	2	2	<input type="checkbox"/> <b>Class of 2015 or earlier:</b> Unless excused per <a href="#">RCW 28A.230.050</a> <input type="checkbox"/> <b>Class of 2016 and beyond:</b> 0.5 credit in health and 1.5 credits in fitness
CAREER AND TECHNICAL EDUCATION	1	1	1	Or 1 Occupational Education credit, as defined in <a href="#">WAC 180-51-067</a>
ELECTIVES	5.5	4	4	
WORLD LANGUAGE OR PERSONALIZED PATHWAY REQUIREMENT			2	<b>Class of 2019 and beyond:</b> Both can be Personalized Pathway Requirement
<b>TOTAL REQUIRED CREDITS</b>	<b>20</b>	<b>20</b>	<b>24**</b>	

\* Many districts require **more than the minimum** credits to graduate. Please see your local district requirements to find out how many are required to earn a diploma from your high school.

\*\* Up to 2 credits can be waived locally based on a student's unusual circumstances.

## Alternatives to Passing State Exams: Certificate of Academic Achievement (CAA) Options

Students who have not passed state tests can use the CAA Options, or state-approved alternatives, to meet graduation requirements in English language arts, math and science. Students must attempt a state test at least once before attempting CAA options.

Learn more: [bit.ly/1nyykvR](http://bit.ly/1nyykvR).

**NOTE:** *Students must have attempted the state test at least once (or be approved for Direct Access) before attempting an alternative in that content area.*

**Transfer students:** A student who first transfers into Washington public high schools in 11th or 12th grade from out of state or an in-state non-public setting (home school or private school) qualifies for an “assessment waiver.” He/she has immediate access to the CAA Options and does not have to take the state exams. If a student has already passed an approved exam in their previous state, he/she can use those results.

### Collection of Evidence (COE)

The COE is an evaluation of a set of work samples based on classroom work prepared by the student with instructional support from a teacher. Students must meet eligibility criteria.

### GPA Comparison (12th graders only)

A student’s grades in English and/or math courses are compared with the grades of students who took the same courses and passed the state test. This option is available to students in their 12th-grade year who have an overall grade-point average of 3.2.

### College Admission/AP/IB Tests

Students may use their math, reading and/or writing scores on the SAT reasoning test, ACT or ACT Plus Writing tests, specified Advanced Placement (AP) or International Baccalaureate (IB) examinations, or Smarter Balanced assessments (starting in 2015) to show they have key skills expected of high school graduates.

- Minimum acceptable scores on college-entrance exams are:
  - Reading**  
SAT: 350      ACT: 13
  - Writing**  
SAT: 380      ACT Plus Writing: 15
  - Algebra 1/Integrated Math 1**  
SAT: 390      ACT: 16
  - Geometry/Integrated Math 2**  
SAT: 400      ACT: 17
  - Science**  
ACT: (TBD)
- A score of 3 or higher on certain AP tests:
  - Reading:** English literature and composition, macroeconomics, microeconomics, psychology, U.S. history, world history, U.S. government and politics, comparative government and politics
  - Writing:** English language and composition
  - Math:** Calculus or statistics
  - Science:** Biology, chemistry, physics or environmental science

### *Alternatives to Passing State Exams: Certificate of Academic Achievement (CAA) Options, continued*

- A score of 4 or higher on certain IB tests at the higher level (HL):
  - ❑ **Reading and Writing:** Language A: literature, language A: language and literature, business and management, economics, geography, history, information technology is a global society, philosophy, psychology or social and cultural anthropology
  - ❑ **Math:** Mathematics or further mathematics
  - ❑ **Science:** Biology, chemistry or physics

### Testing for Students in Special Education

All students, including students eligible for special education services, must participate in state testing. Students with an expected graduation year of 2015 through 2018 must earn Certificate of Academic Achievement (CAA) by passing state tests in English language arts (reading and writing), math and science.

Individualized Education Program (IEP) teams make decisions about how students in special education participate in state testing. They may determine that a Certificate of Individual Achievement (CIA) is more appropriate for some students.

Diplomas are the same whether a student earns a CAA or CIA.

For general questions, please email [waas@k12.wa.us](mailto:waas@k12.wa.us) or visit [bit.ly/1wb4wKM](http://bit.ly/1wb4wKM). For specific questions, please contact your local school.

***NOTE:** Students with a Section 504 Plan are not eligible to use any of the testing options for students with IEPs.*

#### State Tests With the “Basic” Option

Students take the state tests at grade level, with or without accommodations — but IEP teams adjust passing criteria from “Proficient” (Level 3) to “Basic” (Level 2). A Level 2 score cannot be used to meet state and federal accountability, but can be used for graduation.

#### Alternate Assessments

Students with significant cognitive challenges can take a performance-based assessment to show their knowledge and skills.

Students in 11th or 12th grade who submitted a WAAS-Portfolio in the spring of 2014 (or who were unable to submit a portfolio in the spring), and have not yet met profi-

ciency, may submit a portfolio in November of 2014. This will be the last administration of the WAAS-Portfolio. It will be replaced by the **WA-Access to Instruction & Measurement (WA-AIM)**, the alternate assessment aligned to Washington’s new state learning standards in English language arts and math (Common Core).

#### Off-Grade Level Tests

Students take a state test in one or more content areas, with or without accommodations, at either an elementary or middle school level. Students pass by earning “Proficient” (Level 3) or higher.

#### Locally Determined Assessments

Twelfth graders who have not met English language arts (reading and writing), math and science requirements may be able to use a Locally Determined Assessment (LDA). The LDA system helps students for whom the grade-level exams at “Basic,” alternate assessments and off-grade level tests are not appropriate. An LDA provides another option for students to read and comprehend adapted or below-grade-level text, master a limited number of grade-level or below-grade-level concepts and skills, and communicate orally and/or in writing.

To use an LDA to meet the graduation requirement, a student must:

- Be in 12th grade;
- Have an IEP;
- Use one of three approved educational achievement tests or the science option;
- Be on track with or have finished all other state and local graduation requirements (e.g., credits, culminating project, high school and beyond plan, etc.); **AND**

### *Testing for Students in Special Education, continued*

- Have a score on an approved standardized assessment and generated a Grade Equivalent (GE) score at or above 3.8. The score must have been obtained in either the 11th or 12th grade.
- The student may be conscious (awake) during limited times each day.
- Parents, teachers or other adults are needed to interpret the child's state from behaviors such as sounds, body movements and facial expressions.

### **Awareness Level Waiver**

Districts may make local decisions about the appropriateness of course credits and high school and beyond plans for students with the most significant cognitive disabilities. State laws and rules ([RCW 28A.155.045](#) and [WAC 180-51-115](#)) also acknowledge the critical role of the IEP team in determining the most appropriate high school credit and assessment options for students eligible for special education. However, at this time, districts may not waive the assessment requirements for high school graduation.

OSPI has established a process and criteria for waiving the assessment requirements for students whose cognitive functioning is the most severely impaired. These are students who function at an "awareness level" of cognitive development. This level of cognitive development is extremely rare. Students at the awareness level exhibit the following:

- The student has limited intentionality and is *not* able to communicate using pre-symbolic strategies
- The student's reaction to environmental stimuli may be limited to crying, opening eyes, movement, etc.
- The student's behavior is not under his or her control but reflects a general physical state (e.g., hungry, wet, sleepy).

### **Kevin's Law and Graduation**

Kevin's law ([RCW 28A.155.170](#)) allows certain students receiving special education services to participate in high school graduation ceremonies with their peers. The law requires each school district that operates a high school to adopt a policy and develop procedures to determine which students receiving special education services can participate in graduation ceremonies after four years, even if they will remain in school beyond four years. Students who participate in the graduation ceremony will receive a certificate of attendance, which is not a high school diploma. Students will receive a diploma when they complete their graduation requirements.

## Waivers, Appeals and Graduation Ceremonies

### Special, Unavoidable Circumstance Appeals

Students in 12th grade who have been unable to demonstrate their skills and knowledge on the state tests or another assessment because of special, unavoidable circumstances may appeal to a High School Certificate Review Board. The board will review and decide on all appeals in May 2015.

This appeals process is for students who *have the skills*, but who have not had an opportunity to show those skills because of special, unavoidable circumstances. Those who have had access to testing are not eligible to apply for this appeal.

For more information, visit [bit.ly/SUCappeals](http://bit.ly/SUCappeals).

### 11th- and 12th-Grade Transfer Students

Students who transfer into a Washington state public school in their 11th- or 12th-grade year have the opportunity to qualify for graduation without taking a state test.

Depending on the transfer student's situation, there are two possible alternatives:

1. **Waiver:** A student who moves to Washington from another state may apply to receive a waiver of the assessment graduation requirement if the student has previously passed that state's high school exam. The waiver *does not* grant the student a Certificate of Academic Achievement (CAA).

2. **Direct access:** A student who moves to Washington from another state or from an in-state non-public school setting (private or home school) may apply for direct access to the CAA Options without taking a state exam first.

A student who submits a waiver application automatically has direct access to the CAA Options. Meeting standard with a CAA Option *does* grant the student a CAA.

### Graduation Ceremonies

School districts, by their own school board policy, determine who participates in graduation ceremonies.

*The state has no authority over graduation ceremonies.*

Most school districts allow students to participate only if they have fulfilled all graduation requirements. However, some districts do make exceptions. Families should consult with their specific school district about their graduation ceremony policy.

For more information on graduation ceremonies for students receiving special education services, refer to Kevin's Law on page 15.

## Options for Students Not Graduating After Four Years of High School

Students who have not met their high school graduation requirements AND have not earned a regular high school diploma are eligible for a free public education through the school year in which they turn 21 years old. This includes students under 21 who have earned a high school equivalency certificate or are enrolled in:

- Career and technical education programs including skill centers;
- Transitional bilingual instruction programs;
- Special education programs; **OR**
- Migrant education programs.

High schools and school districts continue to receive Basic Education Allocation (BEA) and any other funding that these students generate.

### Free Options

Free options are available for students who are NOT graduating after four years of high school and want to meet their high school graduation requirements. The options are:

1. **Stay Enrolled in High School:** All students are eligible to attend their resident high school through the school year in which they turn 21.
2. **Enroll in a School District High School Completion Program:** School districts may contract with community colleges to offer tuition-free high school completion programs to students still enrolled in their resident school district. Upon completion of program, students would receive a high school diploma from that district.

3. **Continue Running Start:** Students who participated in Running Start during their 11th- and 12th-grade years but didn't complete the classes required for high school graduation may continue their Running Start participation, but only to take those classes through Running Start that they failed or did not complete and are needed to earn a high school diploma. (The Running Start program allows eligible 11th- and 12th-grade students to take college classes tuition free and accrue both high school and college credit for those classes.)

### Paid Options

Paid options are available for students who are NOT graduating after four years of high school and want to meet their high school graduation requirements. The options are:

1. **Enroll in a Community and Technical College High School Completion Program:** A number of community colleges in the state offer high school completion programs, providing students with a high school diploma *from the college*. Students must drop out of their resident high school to enroll in these programs. In most cases, students are charged tuition and fees for enrollment, although the colleges have the authority to waive tuition and fees for students 19 and older. Students 16 to 18 years of age must have a signed release from their resident school district in order to enroll in a community college high school completion program.

### *Options for Students Not Graduating After Four Years of High School, continued*

#### **2. Pursue a High School Equivalency**

**Certificate:** Students 16 and older may earn a high school equivalency certificate by passing required tests through a high school completion program. In order to take the tests, students must have dropped out or withdrawn from their resident high school. State community and technical colleges are the official testing centers for the high school equivalency certificates. Students pay fees for the assessment(s) and may have to pay tuition and fees for preparation courses offered through community and technical colleges. The certificate is not identical to a high school diploma, and students who earn a high school equivalency certificate are considered dropouts for high school accountability purposes. However, students who are under 21 years of age and who have a high school equivalency certificate can still fulfill their high school graduation requirements and get their diploma. (See Free Options No. 1 and 2 above.)

#### **3. Enroll in a Public Two- or Four-Year College or University:**

Washington's public colleges and universities do not require students to have a high school diploma in order to be admitted, although a high school diploma significantly increases the chances of admission to the state's four-year institutions. Students without high school diplomas who enroll in colleges and universities pay full tuition and fees like all other students. Students who do not have a high school diploma or high school equivalency certificate may not be eligible for certain federal, state and private financial aid.

### Resources Available Online

[www.k12.wa.us/Resources](http://www.k12.wa.us/Resources)

#### Learning by Choice

Answers to commonly asked questions about the Learning by Choice law, options created by the No Child Left Behind Act, and other enrollment options available to students in public, private and home-based instruction.

#### Your Child's Progress

An interactive digital brochure that covers learning standards and state tests by grade.

#### State Testing 2015

This one-page handout covers key testing information and dates on the front and provides answers to FAQs on the back.

#### Graduation Requirements Checklist

Worksheets, by graduating class, to ensure state and local credit and testing requirements have been met. Also, an FAQ on how to meet the requirements.

#### Overview of Certificate of Academic Achievement Options

Some students may need to use an assessment other than a state exam to demonstrate their skills. For them, the CAA Options — or state-approved alternatives — are available.

#### Options for Students Not Graduating After Four Years of High School

Some students take longer than four years to graduate. This document explains a student's options.

#### Parent/Guardian Access to Their Child's Test Booklets

How parents/guardians can request their child's test booklet, what to expect after submitting a request and when a score appeal can be filed.

#### Special Education and State Testing

State testing options available to students in special education.

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#### More Information

##### State Testing

- [www.WAtesting.com](http://www.WAtesting.com)
- [statetesting@k12.wa.us](mailto:statetesting@k12.wa.us)

##### State Graduation Requirements

- [www.k12.wa.us/GraduationRequirements](http://www.k12.wa.us/GraduationRequirements)
- [www.sbe.wa.gov](http://www.sbe.wa.gov)
- [gradreq@k12.wa.us](mailto:gradreq@k12.wa.us)